

Iowa Department of Administrative Services – Human Resources Enterprise
Classification Series Guidelines

State Industries Technicians Series

Classes in the Series

<u>Class Code</u>	<u>Class Title</u>
86465	State Industries Technician
86467	Senior State Industries Technician
86469	State Industries Production Coordinator

Series Concept

This series includes positions whose employees train correctional residents in the manufacture of state industry products and delivery of services, as well as positions that coordinate production in state industries product divisions. Additionally, all employees in this series have an ongoing responsibility for enforcing institutional security, safety, and sanitation rules and regulations and for controlling the movement and behavior of correctional residents.

Exclusions

Employees in correctional institutions who perform security, maintenance, trades, and related work outside of a state industries product division.

Class Distinctions

State Industries Technician

This is the entry/full performance level class in the series. Employees in this class are distinguished from the senior technician by virtue of the fact they have no assigned responsibility for overseeing production and assisting a production coordinator/supervisor in the operation of a state industries product division.

Senior State Industries Technician

Employees in this class have an assigned responsibility for overseeing production activities and assisting a production coordinator/supervisor in the operation of a state industries product division. Positions in this job class may serve as a lead worker over other technicians.

State Industries Production Coordinator

Employees in this class either lead two or more employees and coordinate production activities in one or more state industries product division(s), or are assigned sole responsibility for all of a product division's production, purchasing, financial goals, product development, and deliveries. They generally report directly to a State Industries Supervisor.

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